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**Missouri Division of Alcohol & Drug Abuse (ADA)** | **SAMHSA Access to Recovery Grant (ATR)**

## Contents:

# The Access to Recovery Grant

Missouri was among 14 states and one tribal organization to be awarded an Access to Recovery (ATR) grant from the Department of Health and Human Services' Substance Abuse and Mental Health Services Administration: http://media.shs.net/recoverymonth/2004/pdfs/Outreach-8-overview-Access.pdf

The Office of the Governor was awarded $7.6 million for each of three grant years for a total of $22.8 million. The Governor has designated the Division of Alcohol and Drug Abuse to administer the funds.

Access to Recovery grants are intended to assist recipients in designing and implementing a voucher program to pay for an expanded array of community-based clinical substance abuse treatment and recovery supports. Keys to successful implementation of the ATR are:

- Ensure genuine, free, and independent client choice of appropriate clinical substance abuse treatment and recovery supports.

- Improve access and increase capacity for substance abuse treatment and recovery support services.

- Engage faith-based organizations in providing a broader spectrum of treatment services and recovery supports.

The grant will be evaluated along seven outcome domains by the Missouri Institute of Mental Health.

# Individual Choice

Missouri's substance abuse treatment infrastructure lends itself well to a voucher system. Clients already enjoy considerable choice in selection of assessment and treatment services. There are no geographical constraints imposed by the system itself; a client may literally choose to go anywhere in the State.

The greatest challenge to client choice has been, and will be, in rural areas where there may be one treatment provider and few recovery supports. In those areas, as in others, the Division will ensure that vouchers include all treatment and recovery supports within a hundred mile radius. It will also, in collaboration with Committed Caring Faith Communities and the local provider, reach out to identify and enroll as many faith-based recovery supports as possible so as to afford the client and family a menu of options that is as rich as the area can produce.

Consistent with requirements of ATR, choice in Missouri is defined as a client being able to select from at least two providers qualified to provide the necessary services, with at least one to which the client has no religious objection.

# Vouchers

A centerpiece of Access to Recovery is the voucher system. Before individuals can receive a voucher for treatment and recovery support services, they must be screened to identify if a more comprehensive assessment for substance use disorders is needed. Authorized screening sites under ATR will include certified substance abuse clinical treatment programs that have a contract with the Division of Alcohol and Drug Abuse. When screeners identify a person in need of clinical assessment, they will enter a minimal data set into the Department of Mental Health's comprehensive information system (CIMOR), which will generate an automated **assessment voucher**. This enables the client to receive an assessment at the agency where he/she has already been screened.

The comprehensive assessment is administered by a qualified staff person in the agency. When the assessment has been completed, an automated **treatment voucher** is generated, again by the Department's information system. The treatment voucher lists all providers that offer the type and level of care indicated by the assessment. The assessment also produces a **recovery supports voucher** which includes services that might benefit the client based upon information gathered in the assessment. The automated voucher system enables the assessor to help the client compare their various treatment providers' services and capabilities so that they may make an informed choice. The client chooses an appropriate treatment and recovery supports provider, then signs the treatment and recovery supports vouchers along with the assessor. The recovery supports voucher may be updated as the need for additional services comes to light during the course of treatment and in preparation for discharge.

## Overview of the Voucher Process

**Step 1 – *Screening*** All clients presenting to authorized screeners will be screened for substance abuse disorders through the use of a standardized instrument which will be available in both paper and web-based formats. The instrument will be the CAGE-AID, which is the CAGE modified to include drug abuse. When screeners identify individuals who meet the referral criteria for a substance abuse assessment, they enter a minimal data set into the Department of Mental Health's comprehensive information system (CIMOR) which generates an assessment voucher. For individuals who do not meet the referral criteria, a packet of information will be provided along with information about various local self-help groups.

**Step 2 – *Assessment voucher*** The screening yields the assessment voucher. At the scheduled time, the client is assessed by qualified and trained staff at the agency in which the screening was conducted. The assessment is the Initial Standardized Assessment Protocol (ISAP), which includes the Addiction Severity Index or ASI. In addition, specific ATR assessment questions will be asked of the client and entered into the Department of Mental Health's comprehensive information system.

**Step 3 – *Treatment voucher*** Based on the results of the comprehensive assessment, a treatment voucher is generated which includes level of care recommendations and all providers that offer the type and level of care indicated by the assessment.  The automated voucher system enables the assessor to help the client compare their various treatment providers' services and capabilities so they can make an informed choice.  The treatment voucher will contain the client and assessor's signature along with the client's choice of provider, clear instructions for the client's next steps – admission date, transportation arrangements (if needed), pre-treatment supports, recovery supports, etc.

**Step 4 – *Recovery Supports voucher*.** The assessment provider will also offer multiple choices to the client in terms of recovery supports while awaiting treatment and/or during treatment, along with clear instructions about next steps.  The assessment produces a recovery supports voucher which includes services that might benefit the client based upon information gathered in the assessment.  After choosing their recovery supports, the client and assessor sign both vouchers.  The recovery supports voucher may be updated as the need for additional services arises during the course of treatment and in preparation for discharge.

# Clinical Substance Abuse Treatment

Clients will receive Treatment Vouchers for a particular treatment program or level of service based on established placement criteria that include diagnosis or diagnostic impression utilizing the DSM IV, the Addiction Severity Index (ASI), Global Level of Functioning (GAF) scale, psychiatric score from the ASI, and other considerations including employment, transportation, family and community supports, and so on.

While in treatment and prior to discharge, the Treatment Voucher will be updated as needed to reflect additional services identified during assessment updates.

A Recovery Supports voucher may be initiated at any point in the client's engagement with the Division, from assessment to discharge.  The Recovery Supports voucher will be developed in conjunction with the client, family, and significant others.  The Recovery Supports voucher includes the client's choice of pre-treatment supports, supports during intensive treatment, and extended treatment supports from a list of options.

# Recovery Supports

An array of recovery support services will be available to ATR clients and will primarily be provided by faith-based and nontraditional service providers such as drop-in centers. Recovery supports are intended to assist individuals in their recovery by keeping them engaged in treatment for longer periods of time and providing services such as spiritual enrichment, care coordination, child care, and work preparation to help them return to successful, productive lives in their community. *The entire array of recovery support services to be offered under the ATR program has not yet been finalized.*

In order for faith-based or other nontraditional providers to receive reimbursement for providing recovery support services for ATR clients, they must be credentialed. Committed Caring Faith Communities (CCFC) will credential all faith-based organizations. Staff of the Division of Alcohol and Drug Abuse will credential other nontraditional service providers. Credentials for recovery support providers are currently being developed and will require all providers to meet specific criteria including, but not limited to, the following:

- compliance with local zoning ordinances;

- compliance with state and local fire safety and health requirements;

- have in place the computer technology to access the Department of Mental Health's web-based reporting system;

- documentation of good standing under the requirements of the Office of the Secretary of State of Missouri;

- maintain a policy and procedure manual that contains, at a minimum, the organization's purpose, philosophy, Articles of Faith, and Entity Creed; and,

- key personnel and volunteers assigned to the ATR program must successfully complete the Addictions Academy, a 32-hour substance abuse course designed for clergy, lay leaders, congregation members, and other community volunteers.

It is anticipated that the credentials will be finalized by November 30, 2004 at which time they will be added to the website. Please check back for updates on the ATR credentials for faith-based and nontraditional organizations.

# Access and Capacity

The Division of Alcohol and Drug Abuse will build upon an existing foundation which offers an array of services delivered through contracted community-based providers including social setting and modified medical detoxification, residential treatment, day treatment, intensive outpatient treatment, traditional outpatient treatment, and opioid treatment.  The ATR funds will help to enhance all existing programs to provide the full array of services including multiple levels of care and trauma services.  In some cases, the Division of Alcohol and Drug Abuse will issue Requests for Proposals (RFPs) to expand services into areas that are underserved and in others they will establish relationships with nontraditional and faith-based organizations for recovery supports in their communities.

Credentials and reimbursement rates for **recovery supports** not included in the current service delivery system such as care coordination and recovery support groups are being developed.  After these criteria are finalized, the Division of Alcohol and Drug Abuse will conduct outreach, education and training to potential providers of these services.  Providers who meet the established criteria will be able to bill for recovery support services through the Division's automated billing system.

# Project Evaluation

An evaluation component must also be in place to track clients while they are engaged in treatment and after discharge to ensure that programs are demonstrating their treatment is effective and leads to recovery as measured by seven outcome domains, including:  1) retention in treatment; 2) abstinence from alcohol and drug use; 3) no involvement with the criminal justice system; 4) attainment of employment or enrollment in school; 5) stable family and living conditions; 6) access and capacity to treatment; and, 7) involvement in the social supports of recovery.

All data collected to meet reporting requirements and conduct longitudinal outcome evaluation will be incorporated into the Customer Information Management, Outcomes, and Reporting (CIMOR) system.  All service providers will be required to collect and enter this information into the CIMOR system.  The Missouri Institute of Mental Health will serve as the contractor to collect data for the ATR project

# The Seven Outcome Domains

ATR Grantees will be required to report data in **seven** specific domains, as follows. The grantee's ability to demonstrate improvement in these domains, ***particularly abstinence***, will be a factor in determining grantee funding levels in years occurring after year one of the grant.

1. **Abstinence From Drug and Alcohol Use**
   - During the past 30 days, how many days has the client used alcohol or other illicit drugs?
   - During the past 30 days, how many days has the client used any specific illicit drugs?

2. **Employment/Education**
   - Is the client currently employed?
   - For those not in the labor force, what is their status?
   - Is the client currently enrolled in school or a job training program?

3. **Crime and Criminal Justice**
   - In the past 30 days, how many times has the client been arrested?
   - In the past 30 days, how many times has the client been arrested for alcohol or illicit drug offenses?
   - In the past 30 days, how many nights has the client spent in jail/prison?

4. **Family and Living Conditions**
   - In the past 30 days, where has the client been living most of the time?
   - Does the client have children?
   - How many children does the client have?
   - Are the client's children living with someone else due to a child protection court order?
   - If yes, how many of the client's children are living with someone else due to a child protection court order?
   - For how many children has the client lost parental rights?

5. **Social Support of Recovery**
   - In the past 30 days, did the client attend any voluntary self-help groups?
   - In the past 30 days, did the client attend any religious/faith affiliated recovery or self-help groups?
   - In the past 30 days, did the client attend meetings of organizations that support recovery other than the organizations described above?
   - In the past 30 days, did the client have interaction with family and/or friends that are supportive of recovery?

## 6. Access/Capacity

- How many people received vouchers for clinical treatment and recovery support services?
- What is the total number of vouchers issued for clinical treatment and recovery support services?
- How many providers of clinical treatment and recovery support service providers were designated as participating providers in the ATR program?

## 7. Retention

- Identify the **number of service sessions/days** provided to each client during the past 30 days of Clinical Treatment and Recovery Support Services.

- **Length of stay** (described by date of first individual or group addiction counseling service to date of last contact for addiction service)

    a. What is the date that the client last received clinical treatment or paid recovery support services?
    b. What is the date of discharge?
    c. What is the reason for discharge?
      - Treatment completed
      - Transferred to another provider
      - Administrative discharge
      - Incarcerated
      - Death
      - Lost contact (dropped out)

# Information System Requirements

Listed below are the system requirements that organizations must have in place in order to access the Department of Mental Health's management information system.  For additional information, please refer to the Office of Information Systems web page at:
http://www.dmh.mo.gov/ois/oisindex.htm

| Category | Required |
|---|---|
| Operating System Version | *Windows XP Pro* |
| Computer Processor | 450Mhz or higher |
| Memory | 256MB or higher |
| Browser Version | Internet Explorer 6.0 or higher, with current service packs. |
| Virus Protection | Required.  Virus definitions must be kept current. |
| Monitor | Capable screen resolution of 1024 x 768 |
| Printer | Required for printing reports |
| E-mail | Internet e-mail address |
| Bandwidth | Fastest network connection available and economical to you.  Recommend DSL or cable modem. |

The Department of Mental Health's Customer Support Center will provide support only for users of workstations that have passed the DMH Workstation Certification and satisfy all requirements listed above.

# Welcome Faith-Based Organizations

The Division of Alcohol and Drug Abuse welcomes the opportunity to engage faith-based organizations in the Access to Recovery program. The benefits of engaging the faith community in both the prevention and treatment of substance abuse are tremendous. The Substance Abuse and Mental Health Services Administration's vision, "A life in the community for everyone", is a hallmark of the Access to Recovery program. Recognizing that clergy and other pastoral ministers have an array of opportunities to address problems of alcohol and drug dependence in their community and with their own congregations, inclusion of faith-based providers is one of the primary aspects of this initiative.

The Division of Alcohol and Drug Abuse has had an ongoing contractual relationship with Committed Caring Faith Communities (CCFC) and the Missouri Faith Community Substance Abuse Resource Network http://ccfc-stl.org/ccfc.asp. In order to engage faith-based and other nontraditional community providers in the Access to Recovery program, the CCFC will conduct outreach, education, and training activities throughout the state. Existing service providers will also be educated about ways in which the faith community can assist them in serving individuals who are engaged in substance abuse treatment. After faith-based and other nontraditional providers have been trained and credentialed to provide recovery support services, they will establish affiliation agreements with existing treatment providers. Again, the Division's automated billing system will be utilized to track these individuals and provide reimbursement for services.

The Division of Alcohol and Drug Abuse plans to initiate these activities through Committed Caring Faith Communities and Missouri Faith Community Substance Abuse Resource Network. Educational meetings scheduled to date include:

| St. Louis | Kansas City | Sikeston | Moberly | Jefferson City |
|---|---|---|---|---|
| *November 18, 2004* Central Reform Congregation 5020 Waterman 6:30 p.m. - 8:30 p.m. | *November 22, 2004* Ntl. Council on Alcoholism & Drug Dependence 633 E. 63rd St. 6:30 p.m. – 8:30 p.m. | *November 29, 2004* Mission Missouri 218 Dixie 6:30 p.m. – 8:30 p.m. | *December 2, 2004* Allendale Community Center 23 Kehoe St. 6:00 p.m. – 8:00 p.m. | *December 7, 2004* Dept. of Mental Health Conf. Rooms A/B 1706 E. Elm St. 6:30 p.m. – 8:30 p.m. |

Additional meetings will be scheduled in Springfield and in the northern part of the state. For an updated schedule of meetings, please call Committed Caring Faith Communities at (314) 951-1033.

## Addictions Academy

Faith organizations and other nontraditional providers interested in providing recovery support services under the Access to Recovery program are required to have a minimum of two staff or volunteers complete the Addictions Academy. Aside from transportation to Jefferson City and dinner each evening, there is no cost to send two representatives to the Academy.

Committed Caring Faith Communities will hold three Addiction Academies during 2005. Attendance in the entire 32-hour program is required. Sessions that have been scheduled to date include:

**January 24-28, 2005 – Ramada Inn & Conference Center, Jefferson City, Missouri**
**Get link from Daphne for January registration form and place here.**

**May 23-27, 2005 – Lincoln University Campus, Jefferson City, Missouri**

**October, 2005 – Ramada Inn & Conference Center, Jefferson City, Missouri** *(dates to be determined)*

# Funding Opportunities

**For Clinical Substance Abuse Treatment Services:**

- Please watch (insert link here) for future Requests for Proposals.

In order to provide clinical substance abuse treatment services, agencies must meet Department of Mental Health Certification Standards 9 CSR 30-3.100 through 9 CSR 30-3.199.  Attaining certification status does not guarantee that an agency will receive a contract to provide clinical treatment services under the ATR program.   Funds for treatment expansion are limited.

**For Recovery Supports:**

- ***Open Enrollment.*** Recovery supports identified on the menu will be delivered by faith-based and other nontraditional service providers through an open enrollment process.

  Procedure:
  1. Open enrollment for identified recovery supports will begin after January 1, 2005.
  2. Please go to the provider open enrollment page and follow the instructions.
  3. See information systems requirements to insure that you have or can obtain the hardware and software necessary for DMH invoicing and data reporting.

# Open Enrollment

[Describe the open enrollment process]

https://www.moolb.mo.gov/Glue/default.asp

# Frequently Asked Questions

### Who will conduct the screening for the ATR program?

Alcohol and drug abuse clinical treatment providers that are certified and contracted with the Division of Alcohol and Drug Abuse will administer the screening for all potential ATR clients.

### What if an individual who meets the criteria for a substance abuse assessment does not have transportation in order to get to the service provider?

Many individuals needing treatment services, particularly those in rural areas, do not have a reliable source of transportation.  In those cases, the treatment provider may have an affiliation agreement with a recovery support provider in the area that can assist the client with transportation to and from treatment.  In urban areas, the entities that have been enrolled to provide recovery support services may also be called upon to provide transportation for the client.

### Who is eligible to receive a voucher?

To be eligible for vouchers and related treatment services, Missouri statute requires only that clients served be domiciled in Missouri and they meet clinical criteria for substance use disorders.  A "standard means test" is uniformly applied to determine the client's ability to pay for services on a sliding fee scale.

### Does having a treatment or recovery supports voucher guarantee that individual will receive the services included on the voucher?

In most cases, individuals that have a voucher for services funded by the ATR grant will receive the services as long as they remain engaged in treatment.  However, creation of a voucher under the Access to Recovery program is not a guarantee of payment for the services specified.  The voucher represents a commitment on the part of the State of Missouri, Division of Alcohol and Drug Abuse, to pay for services while funding is available and the client remains eligible.  If at any point in the fiscal year funds are exhausted, all subsidies end for that year without regard to the existence of vouchers that have not expired.

### Do vouchers for ATR services expire after a certain period of time?

Yes, if there is no activity on a voucher for a 60-day period of time it will expire.  This means that, if a client drops out of treatment and does not return for services within 60 days from the date the voucher was created, it will expire.  In order to be successful in recovery, it is important to comply with the clinical treatment provider's recommendations for services. A new voucher will need to be generated in order for the individual to receive services again.

**What if an individual does not meet the criteria for an assessment?**

Many individuals who are screened may not be determined to need treatment services but may benefit from receiving additional information about the potential risks associated with alcohol or drug use. For individuals who do not meet the referral criteria for a substance abuse assessment, a packet of information will be provided along with information on various local self-help groups. A website will also be constructed to provide an easily accessible source of factual information.

**How can I contact a substance abuse treatment provider in my area to receive services for myself or a family member?**

There are treatment agencies throughout the state that provide residential treatment, day treatment, intensive outpatient treatment, traditional outpatient treatment, and opioid treatment services http://www.dmh.mo.gov/ada/progs/treatment.htm. You can contact them directly to determine if the services they provide meet your needs http://www.dmh.mo.gov/ada/help/provdir.pdf . In the event they do not have an opening, they may refer you to another agency in the area or conduct an assessment so you can start to receive recovery support services until they can provide you with the clinical services you need.

The Comprehensive Substance Abuse Treatment and Rehabilitation (CSTAR) Program is funded by Missouri's Medicaid program. If you are covered by Medicaid or are Medicaid eligible, you may want to consider contacting a CSTAR program in your area to receive services for yourself or a family member.

You can also contact the Division of Alcohol and Drug Abuse District Office in your area to find out more about treatment programs http://www.dmh.mo.gov/ada/org/districts.htm .

**How can I become a provider of recovery support services?**

The first step is to attend an educational meeting in your area to determine if you meet the criteria. If you cannot attend a meeting or have missed the meeting in your area, please review to the "Credentialing Procedures for Faith-Based Organizations and Nontraditional Service Providers" **link here**. If you are interested in becoming a provider and believe you have the criteria in place to become credentialed, please complete and submit an application. Funds for recovery support services are limited. Submission of an application and attaining credentialed status does not guarantee that an organization will receive ATR funds.

# Links

- Division of Alcohol and Drug Abuse- **http://www.dmh.mo.gov/ada/adaindex.htm**
- Certification Standards- **http://www.dmh.mo.gov/ada/provider/certstds.htm**
- Committed Caring Faith Communities (CCFC)
- SAMHSA- **http://www.samhsa.gov/index.aspx**
- DMH- **http://www.dmh.mo.gov/index.htm**

# For more information

If you have questions or would like additional information about Missouri's Access to Recovery, please contact:

Debra McBaine, Project Director, (573) 751-4942 or

Mark Shields, ATR Treatment Specialist, (573) 751-4942